

**WNYRIC Advisory Council Meeting  
March 17, 2016 2:00 p.m. – 3:30 p.m.**

**Erie 1 BOCES, 355 Harlem Road, West Seneca Room A2**

**DL Sites:** Erie 2 LoGuidice Room 1 9520 Fredonia Stockton Road, Fredonia, CA Olean DL Room, 1825 Windfall Road, Olean, ON DL Room at Tech Center, 4124 Saunders Settlement Road, Sanborn, GST Hornell HS DL Room, 134 Seneca Road Hornell

**Attendees:**

Barb Mocarski - WNYRIC	Carol Barber – Erie 1 BOCES
Don Skotnicki – Erie 1 BOCES	Eric Lawton – West Valley
Greg Woytila – North Tonawanda	Jan Mathis - WNYRIC
Jim Fregelette – Erie 1 BOCES	John O’Connor – Erie 2 BOCES
Karen Cuddy-Miller – Grand Island	Kyle Lyon - WNYRIC
Lynn Fusco – Erie 1 BOCES	Maria Sommerfeldt - Depew
Michelle Okal-Frink - WNYRIC	Pat Hochadel - WNYRIC
Pon Sminiski – Akron	Robert Ehlenfield – Sweet Home attending for Tony Day
Rosanne Huffcut - WNYRIC	Will Westoven - WNYRIC

**Absent :**

Bob Spino – Erie 2 BOCES	Brian Russ – East Aurora
Clark Godshall – ON BOCES	Danielle O’Connor - Frewsburg
David O’Rourke – Erie 2 BOCES	James Frame – GST BOCES
Jason Smith - Lyndonville	Jeffery Hazel – Niagara Wheatfield
Joe Steinmetz – ON BOCES	John Montesanti - Wilson
Julianna Sciolino - WNYRIC	Lynda Quick – CA BOCES
Mary Beth Genovese-Scullion – Tonwanda	Mike Watson – Allegany Limestone
Tim Clarke – CA BOCES	Tim Cox – CA BOCES
Tony Day – Sweet Home	

**Attending via DL Sites:**

Chris Smith - Bath	Glenn Niles - Arkport
Jean Rexford - WNYRIC	Jennifer Lilly - WNYRIC
Margaret Munson – GST BOCES	Maureen Donahue - Southwestern
Maureen Taylor - WNYRIC	Michael Graf – CA BOCES
Mike Pavlock - Scio	Patricia Hartigan – ON BOCES
Patrick Flaitz - Hornell	Paul Cone – Caniseto Greenwood
Rich Calkins – Alfred Almond	Tim Mains - Jamestown

**Administrative Items:**

- *Call to order*
  - Advisory Council meeting was called to order at 2:00 p.m. by Greg Woytila
- *Greg Woytila- Roll call*
  - Introductions were made by region.
  - Membership updates: None were made

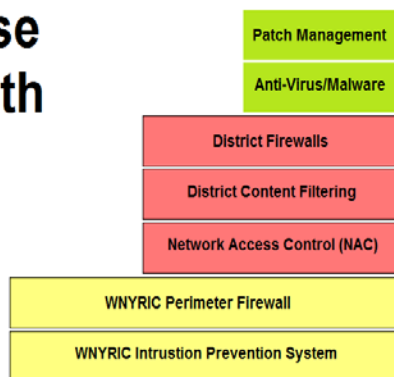
- *Minutes of December 17, 2015*, Greg asked if there were any questions/corrections regarding the minutes of December 17, 2015 and there were none. Karen Cuddy-Miller made the motion to accept the meeting minutes; Maria Sommerfeldt seconded the motion. The minutes were unanimously accepted. (18-yes/0-no/0 abstain).
- *Approval of March 17, 2016 agenda*  
Greg asked if there were any questions/corrections/additions regarding the agenda for March 17, 2016 and there were none. Karen Cuddy-Miller made the motion to accept the agenda seconded by Maria Sommerfeldt. The agenda was unanimously accepted (18 yes/0 no/0 abstain).

#### *Presentation – Splunk – Security Demo – William Westoven*

Splunk, which is a “big data” analytics platform for machine data. It provides a framework to turn volumes of data too large and complex for traditional (databases, etc.) into manageable information. The malware’s list of functions includes the ability to collect keystrokes, steal cached passwords and grab data from web forms.

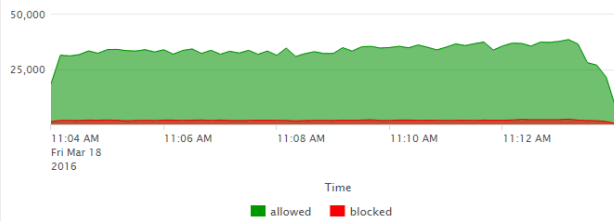


## Defense in Depth

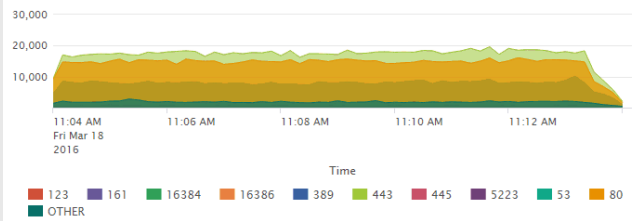


# Number of Firewall Records Matching Your Query: 2,725,568

Firewall Actions Over Time



Services Over Time (Both Allowed & Blocked)



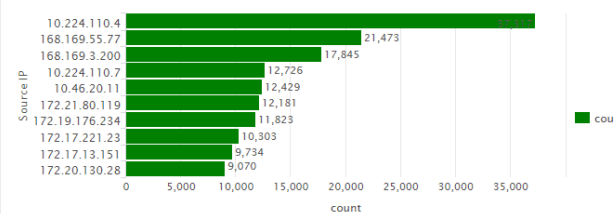
Top 10 Services Allowed

Dest Port	Service	Count	Percent
443	https(443)	1008310	39.839726
80	http(80)	866265	34.227331
53	domain(53)	464716	18.361573
389	ldap(389)	64240	2.538211
161	snmp(161)	38737	1.530553
123	ntp(123)	19693	0.778098
445	microsoft-ds(445)	6804	0.268835
52311		5473	0.216246
88	kerberos(88)	5381	0.212611
5223	hpvirtgrp(5223)	4023	0.158954

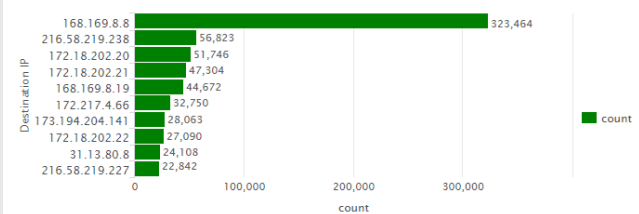
Top 10 Services Blocked

Dest Port	Service	Count	Percent
443	https(443)	25247	20.101915
123	ntp(123)	11877	9.456587
5223	hpvirtgrp(5223)	8429	6.711254
53	domain(53)	7377	5.873641
16386	Apple_Facetime(16386)	7053	5.615669
16384	Apple_Facetime(16384)	6988	5.563916
16385	Apple_Facetime(16385)	6986	5.562323
993	imaps(993)	5638	4.489032
843		4435	3.531192
80	http(80)	3883	3.091684

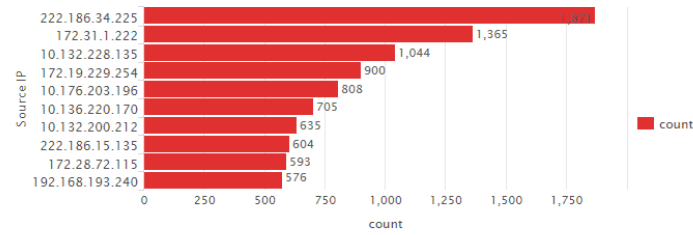
Top 10 Source IPs Allowed



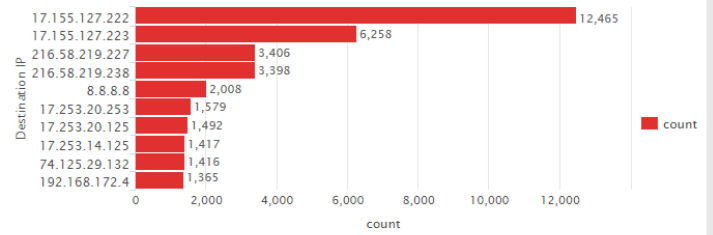
Top 10 Destination IPs Allowed



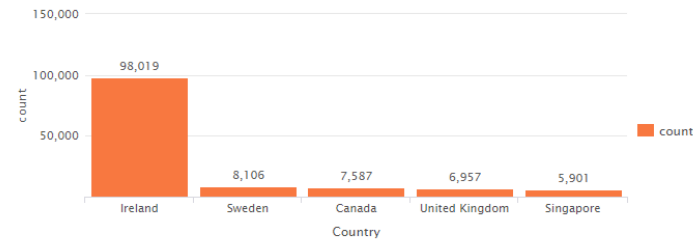
Top 10 Source IPs Blocked



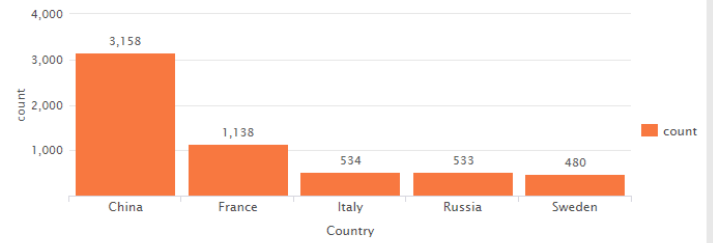
Top 10 Destination IPs Blocked



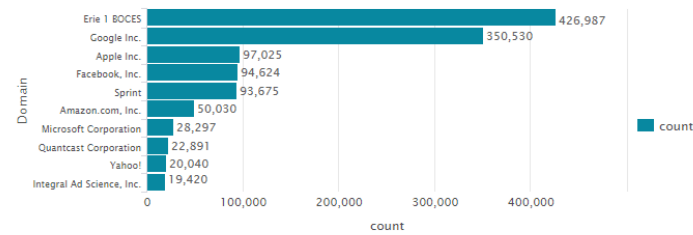
Top 5 Foreign Country Outbound Connection Attempts



Top 5 Foreign Country Inbound Connection Attempts



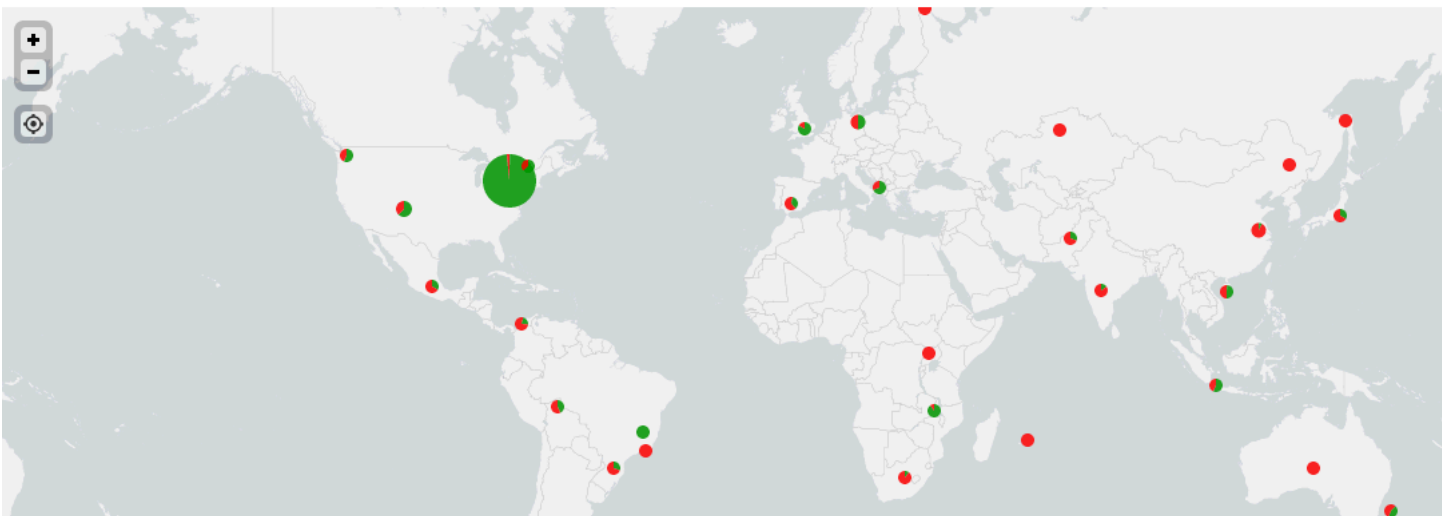
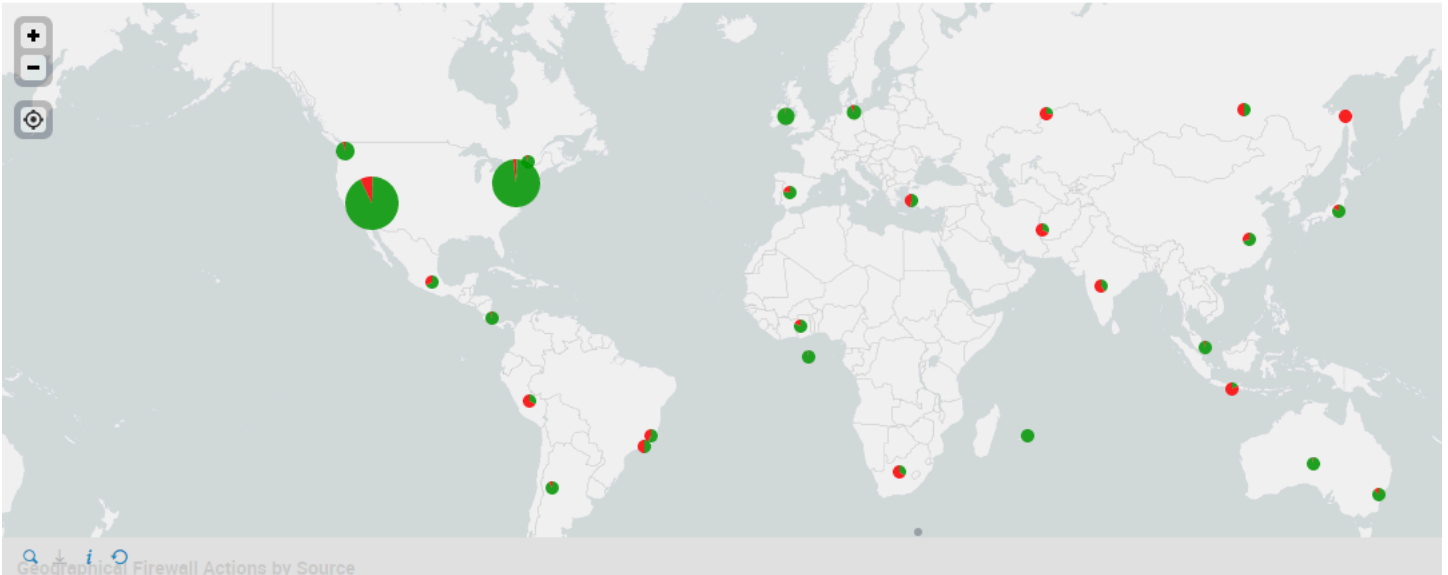
Top 10 Domains (Destination)



Top Netflix User

10.80.97.138

## Geographical Firewall Actions by Destination



## ADWIND\_MALWARE\_REPORT

The malware's list of functions includes the ability to: collect keystrokes steal cached passwords and grab data from web forms | take screenshots | take pictures and record video from the webcam | record sound from the microphone transfer files | collect general system and user information | steal keys for cryptocurrency wallets | manage SMS (for Android) | steal VPN certificates

Date time range ▾

✓ 825 events (3/2/16 7:00:00.000 AM to 3/2/16 3:35:48.000 PM)

Job ▾ || ■ ↺ ↻ ⬇ ⬆

2 results 50 per page ▾

Source Address ▾	Service/Destination Port ▾	Country ▾	action ▾	count ▾
10.38.165.121	8729	Russia	drop	662
172.18.64.88	8729	Russia	drop	163

Splunk is being used to find anomalies and proactively work with LAN Sr. or district personnel to solve security issues. WNYRIC will be working on a service for this next year where Splunk centralized work will be a part of the service.

### **Reoccurring Topics:**

#### **Data Privacy—Jim Fregelette**

- *Cyber Insurance for district information – Jim Fregelette*  
E1B and WNYRIC purchased Cyber insurance for 1<sup>st</sup> and 3<sup>rd</sup> party coverage. Utica Insurance and NYSIR are the two main insurance companies in New York and these now have an option if a district wants to add Cyber Insurance to cover their own needs for district created breaches. If a district has any questions regarding this, they should contact their insurance carrier.

#### **Broadband and Effectiveness of Network—**

- *Update – Time Warner build and next steps – Kyle Lyon*  
The process of installing the Time Warner broadband circuits were completed on February 19, 2016 for all sites.
  - The Broadband Steering Committee will be reactivated to start planning for the new contract with Time Warner. An email was sent to the District Superintendents to confirm the roster of this committee. A meeting will be held prior to the next Advisory Council member.
- *Update – DR outages preparedness – William Westoven*  
Originally a May date was suggested for this, but it is unfeasible due to NYS testing. October or November date for this outage to occur would be more feasible and will be considered. Possible dates will be brought back to Advisory Council.
- *Other regional efforts regarding Broadband to libraries and communities – Kyle Lyon*  
Chautauqua-Cattaraugus Library System will be entering into contracts for providing high-speed telecommunication services. We worked with Brocton and Westfield school districts on a trial from local school district through Time Warner Broadband. In the future, CCLS would like to connect 35 other libraries to neighboring schools.

#### **Smart Schools Bond Act updates—Michelle Okal-Frink**

- *March 9 meeting attendance content overview*  
165 people attended this presentation via Adobe or in person at the Education Campus  
Lot of changes have been made since this meeting and a new application has been posted. If you already did an application; a new one has to be resubmitted. The High Tech Security PPT that was done in December has been updated and posted  
A PDF that goes over the connectivity speed calculator question  
Districts are confusing the Tech Survey or Tech Plan with SSIP.  
Our guidance page – <http://wnysmartschools.weebly.com/>  
SED's webpage – [http://www.p12.nysed.gov/mgtserv/smart\\_schools/](http://www.p12.nysed.gov/mgtserv/smart_schools/)  
Over 100 applications have been received. They are still looking for a date for the first review. Question was asked if districts will be able to purchase after July 1st. The answer from SED was hope so.

#### **Education Law 2d—Barb Mocarski**

- *No updates at this time*

#### **Technology Survey Tool—Michelle Okal-Frink**

- *Update – March 9 meeting content review*  
The RIC reviewer meeting that was scheduled for March 17<sup>th</sup> was cancelled  
Portal should be opening late March early April  
Changes have been made to the survey

WNYRIC deadline for review is June 30, 2016. This is the most important date. Portal will close September 1, 2016. We will now be able to go back and forth through the portal instead of emails and phone calls. WNYRIC has to certify the plan before SED can approve. Funding sources are specified. Update your 3-year plan not a new plan.

**New Business:**

○ **QZAB – Michelle Okal-Frink**

Investigating QZAB with a couple of districts, and we have spoken with the National STEM Academy. We also have talked with A-Plus (a vendor under contract) to see how we can help districts with this scenario. More information to come.

**Current 2014-2015 793 Plan highlights--Associate Directors highlighted the following:**

- 1.1 A Broadband Committee has been reinstated to investigate future Broadband technologies and capacity needs in order to prepare for 2020
- 1.3 Installed new bandwidth monitoring tools, Solarwinds is installed and now monitoring all core, broadband and data center network infrastructure including Netflow traffic analysis (now able to determine the amount of Apple traffic). Training on new bandwidth monitoring tools with WNYRIC staff and Standards Sub-Committee members is complete. In the initial phase of evaluating a new Firewall and Security appliance for all districts to be implemented in the Spring of 2017.
- 1.7 WNYRIC eNews is emailed with new information when available. Broadband Listserv is in place for communication
- 1.9 This is a new Goal – Improve network infrastructure, security, and management options for public libraries by connecting to district broadband
- 2.1 New RFPs to be released: coding, classroom management, adaptive technologies
- 2.3 Robotics. Districts added: Andover, Clarence, Genesee Valley, Falconer, Belfast, Allegany Limestone, West Valley
- 2.7, 3.3 & 4.7 WNYRIC eNews is emailed with new information when available
- 3.1 7 districts are in Google Cloud Workspace Environments and 10 districts are in o365 Cloud Workspace Environments are complete and other districts are in process
- 5.2 Continuation of transition from BEDS online to SIRS for collection of Personnel Master File and additional staff data to meet new NYSED collection process, including support for E-PMF collection through TAA portal support districts for increased frequency of data collection regarding student attendance and chronic absenteeism
- 5.4 Increased use of EDM (eScholar data manager) data flow with goal of automating many data loads to NYSED
- 5.5 Support and training webinars to assist district users in deeper analysis of student data using Cognos online tools including dynamic data cubes
- 6.1 Listserv is maintained for distribution of information including updates from weekly SED phone call
- 6.2 Vendor provided testing app functions have been verified and are ready to be securely deployed to the users
- 6.3 Hosted Questar training on January 12 2016
- 6.5 February 2016 question sampler released. Participate in new weekly CBT testing teleconference. Information regarding both NYSSA online testing and Questar 3-8 field testing is distributed to districts via district data coordinator listserv and CBT listserv
- 7.1 Held numerous user group meetings and workshops on the calendar year end process. Have created documentation and instruction on the generation of the 1095C forms out of the financial software systems. Have kept current with all of the Dept of NYS Education requirements for the

Staff Snapshot, assignment and APPR and have held numerous conference calls and trainings to assist the districts on how to populate the financial software to produce the required information for upload to Level 0. Recently released an RFP for a website solution that includes not only a content management system, but a website that incorporates a mobile application, and other notification functionality (phone, text, email).

- 7.4 One district is participating in the SharePoint service at this time. Under our Data extraction for 24 districts who are using 3<sup>rd</sup> party vendors to meet their compliance, tracking and production of all required forms. Have processed and printed 22,877 W-2's and 2140 1099's for 52 districts.
- 7.5 Held numerous workshops on the calendar year end process and reporting. Have created documentation and instruction for the districts on the generation of the 1095 C forms out of the financial software systems. Have kept current with all of the NYS Ed newest requirements such as Staff attendance and new APPR ratings calculations and have held numerous conference calls with the vendors to see how this will be handled in the financial software so that we can keep our districts informed.
- 7.6 Student teams are providing security review of access to applications for districts as requested.

### **793 Annual Report to be sent to SED – Rosanne Huffcut**

- All of the information that we shared with you on a quarterly basis will be sent to SED after this meeting as our Annual update. Along with that will be our new plan for next year, which will have the same bold objectives. We will be updating language putting in some new objectives regarding broadband and security.

### **2014 – 2015 Statewide RIC Goals update – Rosanne Huffcut**

- Smart Schools and Tech Plan update meeting scheduled for March 9, 2016
- Participate in weekly calls with SED regarding NYSAA and 3-8 CBT. Continue to provide updates to the field with new and updated information.
- Erate bids were advertised and the Chautauqua County Public System wants to move forward with connecting more sites. The pilot has been very successful in increasing the use of their libraries. A meeting is set up to discuss this in March.
- RICs sent a proposal to SED with early release dates for the 3-8 ELA and Math Common Data views. Waiting for approval.

### **Standards Committee Minutes and Resolutions (Jan Mathis):**

#### **For Discussion:**

Tablet devices on Standards: Discussed possible sub categories under computers to be listed as desktops, laptops and mobile devices. Some districts base purchases on recommendations from PARCC/CBT guidelines.

Category Revisions: Communication equipment, VoIP and San. The committee came up with the requirements for communication equipment and VoIP. At least two districts from two separate BOCES must complete an add form for communication equipment and VoIP. Both districts must complete a proof of concept and report back to the committee.

Add request form for Specops Deploy: Committee suggested that Frank Rizzo do a trial on Specops which is used for imaging and provide updates.

Below are two (2) recommendations from the WNYRIC Standards Committee meeting held on February 20, 2016 for WNYRIC Advisory Council action:



- Motion 1: Bob Spino made a motion to add the below statements to the Standards list for categories 2. *Communications Equipment* and 14. *VoIP*:
  - At least 2 districts from 2 separate BOCES must complete an Add Form for Communication Equipment and VoIP.
  - Both districts must complete a Proof of Concept and report back to the committee
 Seconded by: Rob Morgan. Vote results: 11 yes/ 0 no (unanimous)
- Motion 2: Mike Murphy made a motion to revise comment section of category 4. NIC Cards—remove the wording *Use of “B” not recommended* to read *Dual Band recommended*. Seconded by Bob Spino  
Vote results: 10 yes/ 0 no (unanimous)

Advisory Council approval at this time. Motion to approve the (2) recommendations motion by Maria Sommerfeldt and seconded by Jim Fregelette. The motion carried unanimously (18 yes/0 no/0 abstain)

#### **Informational update:**

- **Resolution of OGS State Contact Bidding – Jim Fregelette**
  - Erie 1 BOCES agrees to make this Agreement and its terms and conditions available for use by other New York State Boards of Cooperative Educational Services or school districts pursuant to the “piggybacking” provisions of General Municipal Law Section 103(16), to the extent that GML Section 103(16) has not expired or been deemed repealed. However, it is understood that any said New York State Board of Cooperative Educational Services or school districts choosing to utilize this Agreement in accordance with GML 103(16) will be wholly responsible for any debts incurred by it as participants in the Agreement. It is further understood that any extension of this Agreement to any particular New York State Board of Cooperative Educational Services or school district pursuant to the “piggybacking” provisions of General Municipal Law Section 103(16) is at the discretion of HM Holdings, LLC.
- **XP Machines still on network – update – Jan Mathis**
  - The CSRs handed out to members of the Advisory Committee their districts that have XP machines. Jan and Kyle will also be putting together an email to send out to the other school superintendents and district superintendents regarding this.
- **Erate – update – Barb Mocarski**
  - We do plan to be fully approved for all of the Erate requests for Category 2 networking equipment for both FY 2015-2016 and FY 2016-2017
  - If a district has not yet tapped into their Category 2 networking budget, they do have 3 more years to apply for it
  - Preparation for next year’s Erate application (FY2017-18) will begin in the fall.
  - If anyone has questions about their Erate Networking Budget, they can contact Patrick Doyle at [pdoyle@e1b.org](mailto:pdoyle@e1b.org)

**Round table with each region-** Greg asked if there were any questions/issues from each area:

- GST - None
- CA – Tim Mains questioned if they are in a pilot this year for CBT testing do they have to stay in for next year. The reason he is questioning this is he would need to move around devices between his schools and he does not have enough techs to cover his schools. Therefore, his question to Michelle was once you are in; must you stay in or can you back out. Michelle’s answer to him she believes once you are in the pilot you need to stay in it. Michelle will clarify with SED.
- ON – None
- Erie 2 – None

- Erie 1 - None

**Next Meeting Date:**

- May 27, 2016 12:00 – 2:30 updated calendar invitation will be sent out. Location of this meeting will be at Ellicottville Central School District and DL Sites.

**Upcoming Events:**

- Digital Wave—May 9, 2016

Motion to adjourn by Karen Cuddy-Miller seconded by Maria Sommerfeldt at 3:30 p.m.

Respectfully submitted by: Pat Hochadel